FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00150482 **Type of Permit:** FILMING **Release Date:** 04/04/2019

Production Company CBS CORPORATION

Insured Company Name CBS CORPORATION
Contact Phone No. 1 323-956-2200
Contact Phone No. 2
Fax
Address 4024 RADFORD AVE
STUDIO CITY, California 91608

Production Title NCIS: LOS ANGELES #10-25

Type of Production TV Drama

Producer John Kousakis

Director Christine Moore

1st AD Eric Pot

Production Manager Richard Tunell

FilmL.A. Coordinator Hans Groszkruger

Location Manager Jason Savage
Primary Phone Mobile - (818) 913-1998
Secondary Phone

Location Assistant TBD TBD
Primary Phone Mobile - 555-555-5555
Secondary Phone

Fees

Posting 600	$138.00
Notification Charge	$170.00
FILMLA NON-REFUNDABLE FILM APPLICATION FEE	$685.00
LA CITY DEPT OF REC AND PARKS - FILM USE FEE	$450.00
LA CITY DEPT OF REC AND PARKS PARK MONITOR FEE	$608.00
LA CITY FIRE DEPARTMENT SPOT CHECK SURCHARGE	$85.00
FILMLA MONITOR FEES	$256.00
FILMLA MONITOR FEES OVERTIME	$48.00
LA CITY DEPT OF REC AND PARKS MONITOR REPORTING FEE	$152.00

Total Permit Fee $2,592.00

Number of Locations 1

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Summary Information — Location

Permit Number	F00150482	**Location Manager**	Jason Savage
Production Company	CBS CORPORATION	Primary Phone	Mobile - (818) 913-1998
Insured Company	CBS CORPORATION	Secondary Phone	
Production Title	NCIS: LOS ANGELES #10-25		

Location Address 4900 Beverly Blvd, Los Angeles, CA, 90004

Location Name ROBERT BURNS PARK

Location Type Park

Film Dates 4/5/2019 - 4/5/2019 07:00 - 15:00 1 day

Open or Closed to the Public Open

Generic Conditions

*LA CITY AND/OR LA COUNTY FIRE CHECKLIST ATTACHED TO FINAL PERMIT. THE PERMITTEE IS RESPONSIBLE FOR COMPLETING CHECKLIST PRIOR TO FILMING ACTIVITY AT THIS LOCATION. NON COMPLIANCE MAY RESULT IN ASSIGNMENT OF A FIRE OFFICER.
Must comply with attached conditions
Must comply with attached Rec & Park Conditions. Note: No smoking in City Parks unless guided by the Rec & Park Film Office Monitor or assigned Uniformed Fire Safety Officer in designated areas
Must Maintain 5' Clearance on Sidewalks/Walkways
No cast or crew parking on area streets
Number of uniformed officers listed on the permit is a minimum requirement. Permittee remains responsible for deploying a sufficient number of uniformed officers to provide traffic and crowd control to ensure the safety of the film crew and the public.
Traffic control must be done in accordance w/MUTCD
Traffic Officers Required
Uniformed officers shall have a copy of the film permit in their possession and are required to confirm that all traffic control signage devices are in place.

Please see attached documents
PARK.PDF
Windsor Square_September_2018.pdf

Equipment on Location

Type	Quantity
5 or 10 ton trucks	4
Cast/Crew vehicles	55
Catering Truck	1
Cube Trucks	3
Generator	1

Personnel on Location

Type	Quantity
Cast	5
Crew	75
FilmL.A. Monitor(s)	1
Off-Duty/Retired LAPD Officer(s)	2
Spot Check	1

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Summary Information — Location

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Production Company CBS CORPORATION
Insured Company CBS CORPORATION
Production Title NCIS: LOS ANGELES #10-25

Location Manager Jason Savage
Primary Phone Mobile - (818) 913-1998
Secondary Phone

Motor Homes	2
Picture vehicles	2
Portable restrooms	1
Trailers	3
Vans	3

Filming Activities Drive ups & away; Equipment on sidewalk, in curb lane & across street; Exterior Dialogue; Intermittent pedestrian control; Intermittent traffic control - 2 minutes standard; Ref #64890;

Jurisdiction **Political:** Los Angeles City - Council District 04 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

Thomas Guide **Page:** 593 **Grid:** G7

Approvals

FILML.A. MONITORS	Eric Warczinsky
LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE	Christina Woods
LOS ANGELES CITY POLICE DEPARTMENT	Vincent Aguirre

Parking

Base Camp	5555 Melrose Ave,	**Crew Parking**	5555 Melrose Ave,
Location Type :	Los Angeles, CA,	Location Type :	Los Angeles, CA,
Other Location	90004	Other Location	90004

Posting "No Parking" signs W/S VAN NESS AVE, BEVERLY BLVD - 500' SOUTH

Approximate Footage 301 - 600 **Log Number** 237417

Date(s) 4/5/2019 to 4/5/2019 **Time(s)** 07:00 to 17:00

NOT A PERMIT

PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

DRAFT

Film Production Guidelines

Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

- **Ok to FILM at ROBERT L. BURNS PARK on 04/05/2019 (see plot plan).**
- **Ok to film a scene of with a couple sitting in a park on a bench while waiting for a messenger to arrive.**
- **Ok to use handheld equipment, a generator, pop-up tents, carts, crossovers, tables, cable, plywood and signs.**
- **Ok to conduct a standard 2-minute IPC.**
- **Not approved to drive any vehicles on the grass.**
- **No on-site Parking or Catering.**
- **Yes, generator approved to be placed on Park property.**
- **Yes, approved to alter Park property. Ok to stage in the park, bring greens, cover signs with green and add prop free standing signs.**
- **Must leave all fire lanes open at all times and do not block any fire hydrants.**
- **Company does not have exclusive use of parks/parking lots.**
- **Must work around park patrons, park activities and park maintenance staff.**
- **No blocking off exits/entrance of driveways.**
- **No staking. Must be free-standing.**
- **If tents are being used, they must be secured with sandbags or water barrels.**
- **If generators are being used, must have plywood or concrete base and must not be underneath any trees.**
- **Generators must be kept on concrete/plywood base. Keep away from trees/brush.**
- **A fire extinguisher is required with generators at all times.**
- **Not allowed to have Propane Heaters on-site unless approved by LAFD.**
- **Company must leave all areas clean after use.**
- **Must maintain the 20ft emergency vehicle clearance.**

- **Use of City utilities (water and electricity) is $75 per use, per day and the company will be invoiced by the Park Film Office.**
- Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.
- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.
- **No simulated sex allowed on Park property.**
- **No nudity allowed on Park property.**
- Film permits do not provide exclusive use of a park or recreation area.
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking and or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.
- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

NOT A PERMIT

F-150482
CBS CORPORATION – NCIS: LOS ANGELES #1025
(ROBERT L. BURNS PARK)

NOT A PERMIT

SPECIAL FILMING CONDITIONS
WINDSOR SQUARE

The Special Filming Conditions described below will be included in the terms and conditions of permits issued for filming in this area and are in addition to the standard terms and conditions applicable to filming permits generally. While these Special Filming Conditions will be included as terms if a permit for filming in this area is issued, they are not intended to, and do not, establish the criteria or standards for determining whether or not a particular permit (or permits) will be issued for this area. The decision whether or not a particular permit (or permits) will be issued is vested in the discretion of the appropriate City or County department or their designees (including FilmL.A., Inc.), to be exercised consistent with public health, safety and general welfare, and applicable land-use ordinances.

- **FilmL.A., Inc. will evaluate all requests for permits in this area using the following criteria:** Frequency of filming per block near the requested location and parking areas – Duration and frequency of recent filming – Proximity of concurrent filming activities – Historical use – Recent problems or complaints – Number of filming days requested – Company size – Proposed activities (effects, excessive noise, cranes, etc.) – any other criteria that may be relevant to the specific situation. ***NO PERMITS FOR THIS AREA SHOULD BE ASSUMED TO BE AVAILABLE WITHOUT THE ABOVE REVIEW.***

- **Affected residents must be notified at least two (2) days in advance of the first day of filming or the first day of any substantial set preparation.** *Permit request must be submitted to FilmL.A. at least three (3) days in advance.*

- **Filming in the Windsor Square (bounded by Arden Boulevard, Beverly Boulevard, Van Ness Avenue and Wilshire Boulevard) requires that notification be given to the representative of that Homeowners' Association.** *The current contact is Katie Badami kbadamiWindsorSquareFilming@gmail.com (213) 494-1632.*

- **Weekend and holiday filming is generally prohibited, unless approved by the Permit Authority.**

- **A FilmL.A. Monitor will be assigned to encourage compliance with the permit and conditions.** The Monitor will generally arrive at the designated location 1 hour prior to the permit start time to note proper arrival time and remain with the production company during all filming-related activities and ensure proper departure time.

- **Personal vehicles of cast/crew are not permitted to park on area streets.** Off-site parking must be arranged by the production company and cast/crew must be shuttled to and from the location.

- **Parking of production equipment is limited to one side of the street.** Film company vehicles shall not interfere with gardeners' activities, trash pick up, safe use of the streets or access to resident driveways, unless approved by the affected residents.

- **The standard residential requirement prohibiting arrival before 7:00 a.m. and departure after 10:00 p.m., Monday through Friday, must be strictly adhered to.** An extension of the standard filming hours requires that affected residents be surveyed to identify neighborhood concerns and the approved hours and days but must be specifically indicated on the permit.

- **Sidewalks must be kept clear at all times.**

- **Craft service set ups, food preparation tables and dining tables are prohibited on sidewalks or parkways and must be out of public view.**

- **Generator(s) with the proper noise shield shall only be parked in front of the location house, or in front of houses that have approved this activity**.

- Cast and crew shall be informed of the provisions of the **Filmmakers' Code of Professional Responsibility.**

FILMLA INC. PERMIT